



TOWN OF TEWKSBURY

GREEN COMMITTEE

999 Whipple Road
Tewksbury, MA 01876

Meeting Minutes August 14, 2014

The meeting was called to order by James Duffy at 5:30 p.m. at the Tewksbury Senior Center. Present were Vincent Fratalia, Todd Johnson, Steve Fugarazzo, and Loretta Ryan. Also in attendance were Kyle Boyd, Conservation Agent, and Lisa Pucci, Tewksbury School Committee.

Tom Cooke and Krissy Polimeno were not in attendance.

Also in attendance were Chuck Elle from Guardian Energy Management Solutions, and Anna Fadden from Next Step Living

1) Approval of Meeting Minutes - May 8, 2014 and June 12, 2014

MOTION: Mr. Fugarazzo made the motion to approve the May 8, 2014 meeting minutes; seconded by Mr. Fratalia and the motion carried 5-0.

MOTION: Mr. Johnson made the motion to approve the June 12, 2014 meeting minutes; seconded by Mr. Fratalia and the motion carried 5-0.

2) Update on Status of Grant/Guardian Update

Mr. Duffy explained that Mr. Elle and Guardian have been very instrumental in putting together the energy efficiency projects that were recently completed as well as the \$168,000 in grant funds that was recently received from the State. Mr. Duffy discussed the lines of communication between the town and Mr. Elle and requested that communications be improved in the future to ensure sufficient time is being allowed to complete the projects. Mr. Duffy noted that one of the projects the Committee had previously discussed was boiler replacements at the Dewing and the Health Brook Schools; which would have represented a substantial savings, however, this was not included in the grant and the Committee had not been informed of why. Mr. Duffy noted that while he understands the energy efficiency projects are seeking a quantifiable savings, he was also not happy to see the pilot program for the DPW eliminated. Mr. Fugarazzo

also suggested determining a way to allow for sufficient time to get the projects done in the future.

Mr. Elle explained that the time period to complete the projects and other work was already short when Guardian officially engaged with the town and that when developing the projects; it takes time to engineer them and estimate the savings. Mr. Elle noted that some of the delay in communication was more of a function of the time frame in which they started working with the town. Mr. Elle explained that the boiler projects are long term payback items and were “gas for gas” projects which can take 14 to 15 years a payback. Mr. Fugarazzo noted that the Dewing School boiler was not a “gas for gas” project and involved taking a 500 gallon domestic hot water storage tank from the large boiler offline and replacing it with a smaller gas fired hot water heater. Mr. Fugarazzo explained that it was still a long payback and he did not have sufficient time to present and develop it further at that time. Mr. Fugarazzo asked if this is something that can be focused on now and submitted for the next grant round. Mr. Elle explained that the incentive applications have been submitted for the lighting projects, but still need to be completed for the weatherization project. Once the incentives come back, Mr. Elle estimates the projects will be implemented in September/October. At which time the grant will be exhausted and the walk throughs could be done with Joanne Bissetta and National Grid. Mr. Elle explained that DOER is now looking to have the final report period be in January rather than March. As a result, the walk thrus should be completed through December. None of the work can begin until after Mr. Boyd meets with National Grid. Mr. Boyd noted that he will be meeting with Ms. Bisetta and National Grid the first week of September.

Mr. Elle suggested compiling a list of future projects. Discussion took place on lighting projects. Mr. Elle explained that the competitive grant will not pay for interior lighting, but it does cover lighting controls which can generate a good savings. Mr. Duffy explained that the Committee has previously discussed building controls and the issue has always been the need for a person to manage the systems and training the appropriate people. Mr. Duffy asked Mr. Johnson if this is something that the Selectmen have looked at and Mr. Johnson explained that the Selectmen have looked at it from a staffing level prospective and tried to consolidate some of the responsibilities; however, due to financial constraints it's something that had to be put on hold. Mr. Fugarazzo suggested contractor services. Mr. Johnson explained that it has never been explored to this level, but is something that the Board could consider. Ms. Fadden noted that she has worked with the town of Chelmsford and they had discussed a grant to hire an energy manager. Discussion took place on possibly sharing an energy manager with another community.

Mr. Elle explained that the problem with the energy management systems is typically communities have buildings that vary in age, some older and some newer, and more likely than not the manufacturers of the systems are different resulting in the systems being operated differently. Mr. Elle feels it would behoove Tewksbury to determine an energy management strategy for all municipal buildings to bring them under control. Mr. Elle noted that all of the buildings may not require an energy management system and suggested that over time, through grants or capital budget, the town install a common energy management system for each building with a common look.

Mr. Duffy suggested an assessment of the current systems be done first to see if this is something that can be done and to determine if modifications need to be made to any of the systems to allow for this. Mr. Elle explained that Guardian does not have staff to program energy management systems; however, they do work with the manufacturers of the software. Guardian will review the functional requirements of the town and will align the town with a partner that can deliver the system needed. That partner works as a contractor for Guardian. Mr. Elle suggested the Committee determine functional requirements that are town wide requirements that are needed to operate each building.

Mr. Duffy requested Mr. Elle provide Mr. Boyd with a template of the type of information that should be collected from the buildings so the Committee members can begin to gather the data needed.

Discussion took place on retro-commissioning and the broadness of the term. Mr. Elle explained that for some of the buildings it may make better sense to retro-commission to reset the systems. Mr. Duffy suggested the scope of work for the retro-commissioning be clearly defined. Mr. Elle noted that he did a retro-commission proposal for the American Textile Museum in Lowell that he will send to Mr. Boyd.

Mr. Duffy discussed archive systems for plans and asked if they are digitized. Mr. Johnson explained that each building has been handled as an independent entity and maintains its own plans, etc. It would be a good idea to find a way to centralize these documents and look towards digitizing them.

Mr. Fratalia noted that the town of Lincoln, as well as some other communities, received \$250,000 and asked how Tewksbury can reach that figure. Mr. Elle explained that time was the main problem and that if the committee chooses the energy management system path; Tewksbury would likely get the \$250,000 as well.

4) Fuel Efficient Vehicle Update

Mr. Duffy noted that he and Mr. Boyd met with Steve Sadwick, Director of Community Development, and Richard Montuori, Town Manager, approximately one month ago to ensure the various town departments were aware that there is a fuel efficient policy that has been approved by both the town and school departments. This is part of the Green Community acceptance. Mr. Duffy requested the policy be sent out to the department heads as a reminder for when vehicles are being purchased. Mr. Johnson will ensure this is circulated to the department heads and noted that many of the vehicles that have been purchased since the policy was put in place are exempt.

Old Business

There was no old business.

New Business

There was no new business.

Adjournment

MOTION: Mr. Fritalia made the motion to adjourn at 6:25 p.m.; seconded by Mr. Fugarazzo and the motion carried 5-0.

Approved: 9/11/14

No documents submitted for 5/8/14 Agenda